

*City of Danbury Assessor's Office*

**Hotel and Motel**

**Income and Expense Survey for Calendar Year 2005**

Information provided is CONFIDENTIAL, in accordance with Connecticut Law.

Property Name (if applicable) \_\_\_\_\_

Property Address \_\_\_\_\_

Form Preparer/Position \_\_\_\_\_

Telephone Number \_\_\_\_\_

**General Data**

Number of Available Rooms \_\_\_\_\_

<u>Room Configuration (number of rooms in each category) / Rates</u>			
	<u># Units</u>	<u>Rent/day/unit</u>	<u>Rent/week/unit</u>
Single	_____	_____	_____
Double	_____	_____	_____
King	_____	_____	_____
Suite	_____	_____	_____
Other	_____	_____	_____

Annual Occupancy \_\_\_\_\_

Annual Average Daily Rate (ADR) \$ \_\_\_\_\_

<u>Segmentation of Annual Occupancy</u>					
	<u>Transient</u>	<u>Corporate</u>	<u>Group</u>	<u>Other</u>	<u>Total</u>
Percentage of Annual Occupancy	_____	_____	_____	_____	100 %
ADR for Segment	_____	_____	_____	_____	_____

**Annual Department Revenue:**

Rooms \$ \_\_\_\_\_

Conference Facilities \$ \_\_\_\_\_

Food and Beverage \$ \_\_\_\_\_

Telephone \$ \_\_\_\_\_

Minor Operated Departments \$ \_\_\_\_\_

Miscellaneous Rentals and Other Income \$ \_\_\_\_\_

**Total Annual Revenue** \$ \_\_\_\_\_

(Hotel and Motel Cont'd.)

**2005 Annual Costs and Expenses:**

Rooms	\$	_____
Food and Beverage	\$	_____
Telephone	\$	_____
Minor Operated Departments	\$	_____
Leased Equipment	\$	_____
Administrative, Legal, Accounting	\$	_____
Marketing	\$	_____
HVAC	\$	_____
Property Operation and Maintenance	\$	_____
<b>Total Operating Expenses</b>	\$	_____ (2)
<b>Gross Operating Profit</b> (1 – 2)	\$	_____ (3)
Management Fees	\$	_____ (4)

**Fixed Operating Charges:**

Real Estate Taxes	\$	_____
Personal Property Taxes	\$	_____
Property Insurance	\$	_____
Reserve for Capital Replacement	\$	_____
<b>Total Fixed Charges</b>	\$	_____ (5)
<b>Income Before Other Fixed Charges</b> <sup>1</sup> (3 – 4 – 5)	\$	_____

Total Number of Room Nights Available in 2005 \_\_\_\_\_

Total Number of Room Nights Sold in 2005 \_\_\_\_\_

Comments or Additional Information (may be attached):

\_\_\_\_\_/\_\_\_\_\_  
Signature/Position Date

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<sup>1</sup> Income before deducting Depreciation, Rent, Interest, Amortization and Income Taxes.